

## **St Peter's Church PCC meeting**

**28 June 2022 7:00pm – 8:30pm**

### **Minutes**

**Present:** .Ian Birt, Lance Burgess, Chris Clayton (Chair), Beverley Cooper, Rachel Fell, Alan Garrow, David Hipkin, Sarah Martin, Felicity Moss, Roy Taylor and Ruth Thompson-Vear.

**Apologies:** Hannah Beck, Catharine Davies, Stewart Davies, Sian Lockwood and John Longstaff.

#### **1. Welcome and opening prayer**

Chris welcomed everyone and opened the meeting with prayer.

#### **2. Welcome to new members; introduction and appointment of officers**

Chris welcomed new members Ian, Felicity, Ruth and John (in his absence) and briefly explained our purpose and mission as a PCC.

The following PCC officers were appointed by unanimous agreement:

Treasurer: David Hipkin

Secretary: Rachel Fell

Vice-Chairs: Sian Lockwood and Sarah Martin

Electoral Roll officer: Carole Raw

Environmental officer: Stewart Davies

PCC representative on the Standing Committee: Roy Taylor.

New members were also reminded to complete their safeguarding training and DBS checks.

#### **3. Bible reflection**

Roy led a reflection on a passage in Acts in relation to resolving disputes and making decisions.

#### **4. Apologies for absence**

Apologies had been received and were noted.

#### **5. Acceptance of the minutes of March's meeting**

The minutes of the PCC meeting held on 29 March were unanimously approved.

#### **6. Matters arising**

Open church: we have now secured the technology in church and at the moment the church is open every day until 1pm.

Children and Youth: Bella Blake has agreed to be the youth representative on the PCC and will be co-opted onto the PCC in January (on reaching 16).

#### **7. Finances/legacies**

David gave a general update on our finances:

- As at the end of May, we were £5,000 over our expected/budgeted position in relation to unrestricted funds (ie funds received which are not earmarked by the donor for a particular purpose). In addition, overall we have a surplus of nearly £37,000, however most of this is accounted for by a legacy which was given for fabric purposes (and is therefore part of restricted funds).
- There were 178 regular donors as at the end of 2021. As at the end of May, 62 of these donors had joined the parish giving scheme (about a third of regular givers). In addition, 42% of our PGS givers have agreed to inflationary increases on their giving.
- David anticipates an overall surplus in unrestricted funds for 2022 of approximately £53,000. This is largely due to an unrestricted legacy of £140,000 which is expected to be received shortly. David reminded the PCC that without significant gifts and donations during the last couple of years, we would be in substantial deficit.
- We also have approx. £116,000 in investments held by Cardale. These constitute our "reserves" - being our designated fund for unforeseen events/emergencies. During 2020, the PCC agreed to use £30,000 of these funds to meet expected income reduction during the

pandemic. However, due to other gifts/donations, these funds were not in fact required and have been re-invested in the Cardale fund. Meanwhile, the PCC's reserves policy remains at the reduced amount of £85,000. At the APCM, the PCC were also asked to review the reserves amount generally.

In light of our current financial position therefore, David proposed that the PCC address the following issues:

- Are we using the generous legacies we have received in the most appropriate way? Although we could use these to meet our usual expenses, query whether a more lasting tribute to honour the person who gave the legacy is more appropriate.
- Is our charitable giving at the right level (ie the amounts we give to external charities)? We currently give £3,000 (or the amount raised at the Christmas fair, if higher) each year to six charities. Chris proposed a move towards tithe-based giving - giving a specified proportion of the income we receive. This is on the basis that if we are generous, our congregation will be more likely to be generous in return.
- Should we increase our reserves policy from its current amount of £85,000 and if so, by how much?

After a discussion, it was agreed that:

- We should consider how to use legacies at the forthcoming PCC away day. In essence, our financing plan should be guided by what we need to do to further our vision and values, together with our environmental responsibilities.
- We should donate 5% of our planned giving income this year and look to increase this in future years. At current planned giving levels, this would effectively double our charitable giving to approximately £6,000.
- The PCC's reserves policy would be set at its previous (pre-pandemic) level of £115,000. This is made up of an emergency building fund of £50,000 and an amount representing around six months of expenditure (£65,000). We will revisit this if six months of expenditure is in fact a greater amount.

## **8. PCC meeting topics**

The meeting proposed the following topics for discussion at future PCC meetings:

- Environmental issues - for example, reducing our carbon footprint.
- Communication – in particular, using social media and digital communication more effectively.
- The development/growth of home groups.
- Responding to the cost of living crisis/Breakfast club and food parcels.
- Themes we have previously discussed which are ongoing/developing eg engagement with our community, our ministry of welcome, children and youth, isolation and loneliness (eg Cake matters/Café Reflexions) and encouraging volunteering.
- Information about things going on in church eg music.
- Stewardship initiatives eg a legacy campaign and further promoting the PGS.

## **9. PCC away day**

The next PCC away day will be held on Saturday 24 September 2022 between 10am and 3pm in Birstwith. All members are encouraged to attend.

## **10. Fabric**

### **10.1 Ongoing fabric matters**

Sarah updated the meeting on the fabric matters outlined in the Standing Committee minutes as follows:

- Lightning conductor repairs – these are still being investigated.
- South transept cupboard – this is an ongoing project.

## **10.2 Boiler problems**

In addition, Sarah brought to the meeting a serious issue that has arisen in relation to the church's boilers which were serviced today. Due to corrosion in the boilers' flue and in other parts, the heating engineers have found that the flue system has failed causing an immediately dangerous situation. The boilers have therefore been switched off meaning there is no heating in church.

Our options are as follows:

- Source a replacement flue. This cannot be guaranteed, as the relevant part(s) may no longer be available.
- Replace the existing boilers with two new boilers on a like for like basis. Although these would be gas boilers, they will be more energy efficient than the current ones. The expected cost of this is between £17,000 and £20,000.

Due to changes in the faculty system, a like for like replacement of gas boilers will require a full faculty from 1 July 2022. However, a full faculty could take months to obtain and we will need to have heating in church by September. Therefore we should aim to approve this project under the current system.

There was a discussion about whether a carbon-neutral, non-fossil fuel heating system could be installed. However, it was agreed that at the moment this is not a viable option for the PCC because (i) the cost of such a system is currently very high (our heating engineers estimate in the region of £200,000) and (ii) the time and resources needed to plan and install such a system would mean we would not be able meet our target of having the heating back on by September.

The PCC therefore unanimously agreed that, in the event a replacement flue cannot be sourced, the boilers should be replaced with new more energy-efficient gas boilers.

## **11. Safeguarding**

There was nothing to report.

## **12. Acceptance of minutes of sub-groups**

The standing committee minutes for May and June were tabled and accepted, subject to a minor correction in the June minutes.

Alan noted that if a PCC member obtains a fuel grant, they will need to be named in this year's accounts.

The PCC also endorsed the Standing Committee's decision to support Jan Edwards undertaking training as a Lay Pastoral Minister.

## **13. AOB**

Ian raised the shortage of key fobs and offered to source and pay for a safer step ladder for use by the duty wardens.

Alan noted that he is now officially a trustee of Artizan International.

## **14. Review of meeting**

There was a brief review of the meeting.

The meeting concluded with prayers at 8.30pm.

The next meeting is 27 September 2022 in church.